

## DEPARTMENT OF BENEFIT PAYMENTS



May 14, 1974

ALL-COUNTY LETTER NO. 74-90

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: FOOD STAMP PROGRAM - NEW PROCEDURE FOR ORDERING FOOD STAMP COUPONS

This is to notify you of an FNS procedural change in requisitioning food stamp coupons. In an effort to handle more efficiently the high volume of coupon shipments and to aid your agency's (ADP) shipment points in estimating the arrival date of coupon shipments, the new procedure implements a monthly cycling of coupon requisition processing, by states.

Effective May 1, 1974, each week of the month is reserved by the FNS National Office for the processing of coupon requisitions originating from a given group of states. The week of the fourth Monday of each month is reserved for California. In order for the FNS Western Region Office to review coupon requisitions received from the various California counties and forward them to their National Office by that time, they need to receive the requisitions in their office no later than the week of the third Monday of each month (e.g., week of May 20, June 17, July 15, etc.).

Please disseminate this information immediately to your staff personnel and issuing agents responsible for requisitioning and storing coupons. FNS is aware of the short lead time provided for implementing this new procedure and ensures that any requisition arriving in their office during the first two weeks of May which indicate imminent depletion of coupons or an initial requisition from new counties, will be given immediate attention, rather than being held for the week reserved for California. However, your immediate action taken toward preparing your shipment destination points for this monthly processing schedule will be appreciated.

Thank you for your cooperation.

Sincerely yours,

*Dennis O. Flatt*  
DENNIS O. FLATT  
Deputy Director  
Welfare Program Operations

Superseded by

ACL 77-15

Issued 3-17-77

cc: FNS, USDA  
CWDA